

TOWNSHIP OF HAMPTON

ORDINANCE NO. _____

DRAFT

AN ORDINANCE OF THE TOWNSHIP OF HAMPTON, COUNTY OF ALLEGHENY, COMMONWEALTH OF PENNSYLVANIA, ESTABLISHING VARIOUS FEES IN THE AREAS OF ADMINISTRATION, PLANNING-LAND USE, COMMUNITY SERVICES (PARKS & RECREATION AND PUBLIC WORKS), AS WELL AS PUBLIC SAFETY.

WHEREAS, the Council of the Township of Hampton is empowered to enact, amend or repeal all ordinances, resolutions or motions where such action is consistent with the laws of the United States, the Commonwealth, or the Township Home Rule Charter, and

WHEREAS, in keeping with good practice, Township Council periodically reviews the schedule of fees and makes appropriate revisions thereto,

WHEREAS, the Township Council has determined that a Comprehensive Fee Schedule is necessary and in the best interest of the Township.

NOW, THEREFORE, BE IT ORDAINED, that a Comprehensive Fee Schedule be established as contained herein as identified as Attachment "1" and that this Ordinance shall replace all previous fee schedule ordinances and resolutions.

Furthermore, it is understood that the fees authorized herewith may be amended by the Council of the Township of Hampton from time to time by resolution of Council.

All ordinances or parts of ordinances in conflict with this ordinance or inconsistent with the provisions of this ordinance are hereby repealed to the extent necessary if this ordinance is full force and effect.

Duly presented and adopted at a public meeting of the Township of Hampton Council, Allegheny County, Pennsylvania, held on the _____ day of _____, 2020.

ATTEST:

TOWNSHIP OF HAMPTON

Municipal Manager

President of Council

DRAFT

ATTACHMENT "1"

TOWNSHIP OF HAMPTON

COMPREHENSIVE FEE SCHEDULE

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ADMINISTRATION	
Copies	\$0.25 (\$1.00 minimum)
Public Records/Right-to-Know Duplications	
Copies	\$0.25 per page (\$1.00 minimum)
Certification of Record	\$1.00 per record
Retrieval from Off-site Location	\$50.00
Specialized Document (ex. blue prints, color copies, non-standard sized documents)	Actual cost incurred by the Township
Facsimile/Microfiche/Other Media	Actual cost incurred by the Township
Postal Fees	Actual cost incurred by the Township
Prepayment of Open Records Request	In the event the estimated cost of fulfilling a request submitted under the Right-to-Know law is expected to exceed \$100.00, 50% of the estimated total cost is to be received in advance of fulfilling said request.
Statutory Fees	Should a separate statute authorize the Township to charge a pre-set amount for a certain type of record, the Township cannot charge any more than the statutory amount as mandated under the Act.
Lien Letter Requests	
Lien Letter	\$25.00
Tax Certification	\$10.00 / year
Dye Test	\$40.00 (plus cost of the dye test by a certified plumber)

PLANNING-LAND USE	
(Refer to Appendix "A" for Definitions & Acronyms)	
Permit Applications & Permit Related Fees	
Residential New Structures & Additions	
New SFD or MFD	\$0.35 / sf of GFA + \$100.00 + \$4.50 State fee
New Pre-fabricated Building	\$0.25 / sf of GFA + \$100.00 + \$4.50 State fee
Addition to SFD/MFD	\$0.25 / sf of GFA + \$75.00 + \$4.50 State fee
Commercial New Structures & Additions	
New Structure (assembly or institutional)	\$0.50 / sf of GFA + \$100.00 + \$4.50 State fee
New Structure (R1 or R2)	\$0.40 / sf of GFA + \$100.00 + \$4.50 State fee
New Structure (mercantile, high hazard, educational, factor or business)	\$0.35 / sf of GFA + \$100.00 + \$4.50 State fee
New Structure (storage, warehouse, or utility)	\$0.30 / sf of GFA + \$100.00 + \$4.50 State fee
Renovations	
Residential	\$5.00 / \$1,000.00 of construction cost ¹ + \$50.00 + \$4.50 State fee
Commercial	\$15.00 / \$1,000.00 of construction cost ¹ + \$100.00 + \$4.50 State fee
Towers/Antennas/Equipment	\$10.00 / \$1,000.00 of construction cost ¹ + \$100.00 + \$4.50 State fee
Other Permits	
Sump Application	\$35.00
Residential Accessory Structure (<1,000 sf)	\$35.00
Commercial Accessory Structure (<1,000 sf)	\$75.00
Above-ground Swimming Pool	\$125.00
Residential Earth Disturbance	\$100.00 + \$4.50 State fee
Commercial Earth Disturbance	\$350.00 + \$4.50 State fee
Inground Swimming Pool	\$350.00 + \$4.50 State fee / \$150.00 + \$4.50 State fee
Residential Decks	\$0.25 / sf of GFA + \$50.00 + \$4.50 State fee
Temporary Structures/Events	\$50.00 per 45-day period
New Permanent Sign	\$4.00 / sf of sign face/side + \$75.00 + \$4.50 State fee
Sign Face Replacement	\$2.00 / sf of sign face/side + \$75.00 + \$4.50 State fee
Demolition Permit	\$5.00 / \$1,000.00 of demo cost ¹ (\$100.00 min.) + \$4.50 State fee
Temporary Signs	\$50.00 for first 30-days, \$200.00 for second 30-days (max of 2/year)

<u>Mechanical Device Permits</u>	
Mechanical Devices (1-5 machines)	\$125.00 / machine
Mechanical Devices (6-10 machines)	\$115.00 / machine
Mechanical Devices (11-20 machines)	\$100.00 / machine
Mechanical Devices (21-35 machines)	\$85.00 / machine
Mechanical Devices (36-50 machines)	\$55.00 / machine
Mechanical Devices (51 or more)	\$35.00 / machine
<u>Other Permit Related Fees</u>	
Sewer Connection	\$145.50
Sewer Capacity & Collection	\$2,719.50 / EDU
Residential Certificate of Occupancy	\$50.00
Commercial Certificate of Occupancy	\$100.00
Photovoltaic Warning Sign (for solar panels)	\$20.00
Beekeeping License	\$35.00
Road Opening Permit	\$50.00 / opening (for trenching: \$50.00 + \$0.50 / foot for each foot over 50 ft.
Mechanical Fee	\$40.00 for the first \$1,000.00 construction cost + \$10.00 / each additional \$1,000.00 (minimum \$100.00) + \$4.50 State fee
¹ Cost is rounded up to the nearest \$1,000.00	
Note: The Grading Ordinance and Zoning Ordinance allow for the Township to “charge” other fees, for example – bonding and escrow accounts to cover engineering inspections for projects that require one.	
Note: Other fees that are associated with permits but are not assessed by Hampton Township: Allegheny County Health Department plumbing inspection fee, Code.sys electrical permit/inspection, Code.sys commercial plan review fee (\$525.00 minimum)	

Code Enforcement & Appeals	
<u>Code Enforcement</u>	
Citation Under the Property Maintenance Code	Up to \$1,000.00 per day / offense
Citation Under the Zoning / Grading Ordinance	Up to \$500.00 per day / offense
Note: The actual cost of the citation is assessed by the District Magistrate if the citation is upheld.	
<u>Zoning Ordinance Appeals (Zoning Hearing Board)</u>	
Residential Variance	\$100.00
Commercial Variance	\$625.00
<u>Uniform Construction Code Board of Appeals</u>	
Residential Application	\$100.00
Commercial Application	\$625.00
<u>Appeal of the Stormwater Ordinance to Council</u>	
Residential or Commercial	\$1,000.00
Stormwater Management Utility Fee	
Stormwater Utility Fee (residential)	\$115.00
Stormwater Utility Fee (commercial)	\$115.00 per ERU (in increments of 0.25 ERU)
Stormwater Utility Fee Credit Application (residential)	\$25.00
Stormwater Utility Fee Credit Application (commercial)	\$25.00 per ERU (maximum of \$250.00)
Miscellaneous Printing & Copying	
Zoning Ordinance	\$25.00
Standards of Construction	\$25.00
Stormwater Ordinance	\$12.00
Subdivision Ordinance	\$10.00
Grading Ordinance	\$4.50
Floodplain Ordinance	\$4.50
Zoning Map	\$7.50
Street Map	\$7.50
Copies	\$0.25 per page (\$1.00 minimum)

Residential Land Development		
Preliminary Subdivision	\$1,500.00 + \$50.00 / acre	Escrow: \$3,500.00
Final Subdivision	\$2,000.00 + \$25.00 / unit	Escrow: \$3,500.00
Prel./Final Subdivision (no infrastructure)	\$1,500.00 + \$50.00 / acre	Escrow: \$3,500.00
Simple Subdivision (3 lots or less)	\$750.00	Escrow: \$1,500.00
Lot Consolidation	\$750.00	Escrow: \$1,500.00
Preliminary PRD	\$2,000.00 + \$50.00 / acre	Escrow: \$3,500.00
Final PRD	\$2,000.00 + \$25.00 / unit	Escrow: \$3,500.00
Residential Conditional Use	\$500.00 + \$25.00 / acre	Escrow: \$1,500.00
Interior-Only Conditional Use	\$500.00	
Change of Use	\$250.00	Escrow: \$1,000.00
Rezoning	\$750.00	Escrow: \$1,500.00
Timber Harvesting Permit	\$750.00	Escrow: \$1,500.00
Lot Line Revision (max. 2 lots)	\$200.00	
Zoning Text Amendment	\$500.00	
Curative Amendment	\$500.00	
Right-of-Way Permit	\$300.00 annually	
R.A.N. Permit (Ord. 641)	\$25.00 annually	
G.I.S. Fee (new subdivisions)	\$500.00	
Stormwater Agreement Fee (new development)	\$4,000.00 per facility or as established by PVE	
Snow Removal: 0 miles – ¼ mile	\$9,569.00 per season ²	\$318.95 per run
Snow Removal: ¼ mile – ½ mile	\$17,885.00 per season ²	\$596.15 per run
Snow Removal: ½ mile – ¾ mile	\$26,201.00 per season ²	\$873.35 per run
Snow Removal: ¾ miles – 1 mile	\$34,517.00 per season ²	\$1,150.55 per run
² Base fee includes up to 30 runs per season. All additional runs over 30 are charged on a per-month basis.		
Commercial Land Development		
Site Plan	\$2,000.00 + \$25.00 / acre	Escrow: \$3,000.00
Revised Site Plan	\$1,500.00	Escrow: \$3,500.00
Non-residential Conditional Use	\$1,000.00 + \$50.00 / acre	Escrow: \$2,000.00
Interior-Only Conditional Use	\$1,000.00	
Timber Harvesting Permit	\$750.00	Escrow: \$1,500.00
Massage Therapy Establishment	Annual License: \$250.00 + one-time conditional use	
Amusement License	\$300.00	
Liquor License Transfer	\$300.00	
Registration for Residential Rental Unit	\$50.00 / unit – due once every 3 years	

COMMUNITY SERVICES (PARKS & RECREATION / PUBLIC WORKS)		
Community Center Membership		
	Resident	Non-Resident
Adult	\$32.00 / year	\$63.00 / year
Youth	\$19.00 / year	\$38.00 / year
Community Center Fitness Membership		
	Resident	Non-Resident
Family	\$217.00 / year	\$427.00 / year
Married Couple	\$117.00 / year	\$222.00 / year
Adult	\$67.00 / year	\$134.00 / year
Youth	\$56.00 / year	\$111.00 / year
College Student	\$37.00 / year	\$74.00 / year
Community Center Daily Guest Pass		
Community Center	\$6.00	
Fitness	\$6.00	
Community Center Open Gym		
All Ages	\$3.00	
Preschool	\$2.00	
Tot Room	\$2.00	
Preschool & Tot Room	\$3.00	
Community Center Rentals		
	Resident	Non-Resident
Great Room A or B	\$85.00	\$100.00
Great Room A & B	\$175.00	\$198.00
Gathering Area	\$48.00	\$60.00
Activity Room 1	\$42.00	\$55.00
Activity Room 2	\$48.00	\$60.00
Gym (Full Court)	\$88.00	\$100.00
Gym (Half Court)	\$48.00	\$60.00
Gym (Quarter Court)	\$25.00	\$40.00
Dance Room	\$42.00	\$55.00
Adult Lounge	\$42.00	\$55.00

Community Center Rental Package Rates			
	Resident	Non-Resident	
Great Room A or B (3hr)	\$230.00	\$290.00	
Great Room A or B (6hr)	\$465.00	\$560.00	
Great Room A or B (8hr)	\$585.00	\$760.00	
Great Room A & B (3hr)	\$465.00	\$585.00	
Great Room A & B (6hr)	\$700.00	\$865.00	
Great Room A & B (8hr)	\$815.00	\$1,050.00	
Activity Room 1 (3hr)	\$110.00	\$145.00	
Activity Room 1 (6hr)	\$175.00	\$210.00	
Activity Room 1 (8hr)	\$260.00	\$300.00	
Activity Room 2 (3hr)	\$115.00	\$160.00	
Activity Room 2 (6hr)	\$205.00	\$240.00	
Activity Room 2 (8hr)	\$290.00	\$330.00	
Gathering Area (3hr)	\$115.00	\$160.00	
Gathering Area (6hr)	\$205.00	\$240.00	
Gathering Area (8hr)	\$290.00	\$330.00	
Heat & Serve Kitchen	\$220.00		
Activity Room 1 & ¼ Gym (3hr)	\$90.00	\$140.00	
Activity Room 2 & ¼ Gym (3hr)	\$135.00	\$190.00	
Dance Floor	\$40.00		
Security Deposit	\$200.00		
Alcohol Beverage Consumption (ABC) Permit			
Permit	\$32.00		
Park Pavilion Rentals			
	Mon. – Fri. (Res / Non-Res)	Sat. – Sun. (Res / Non-Res)	Holiday (Resident Only)
Pavilion Permit	\$100.00 / \$140.00 \$74.00 / \$140.00	\$100.00 / \$150.00 \$84.00 / \$150.00	\$114.00
Replacement Permit	\$25.00		
Date Change (2 nd time)	\$25.00		
Extra Table	\$10.00		
Tent Permit	\$25.00		
Swim Instruction (Indoor Pool)			
	Resident	Non-Resident	
½ hour class	\$34.00	\$51.00	
1 hour class	\$44.00	\$61.00	
Adult & Family Swim (Indoor Pool)			
18 & over	\$4.00		
3 & over	\$4.00		

Aqua Aerobics (Indoor Pool)				
	Resident		Non-Resident	
8 classes	\$25.00		\$35.00	
10 classes	\$32.00		\$44.00	
Lifeguard Certification (Indoor Pool)				
	Resident		Non-Resident	
Certification	\$185.00		\$205.00	
Re-certification	\$70.00		\$78.00	
Water Safety Instruction (Indoor Pool)				
	Resident		Non-Resident	
	\$165.00		\$205.00	
Tennis Instruction				
	Resident		Non-Resident	
Adult	\$32.00		\$51.00	
Youth	\$32.00		\$51.00	
Daily Pool Admission Fee (Outdoor Pool)				
	Resident		Non-Resident	
3 – 17 years	\$7.00 / \$6.00		\$9.00 / \$9.00	
18 +	\$8.00 / \$6.00		\$15.00 / \$9.00	
60 +	\$5.00 / \$3.00		\$8.00 / \$7.00	
Evening Discount	\$5.00 / \$4.00		\$8.00 / \$5.00	
Outdoor Pool Memberships				
	Super Early	Early Bird	Regular	Non-Resident
Family	Repealed/ \$189.00	Repealed/\$212.00	\$250.00/\$236.00	\$450.00/\$416.00
Married Cpl.	Repealed/\$133.00	Repealed/\$150.00	\$200.00/\$166.00	\$400.00/\$311.00
Adult	Repealed/\$113.00	Repealed/\$127.00	\$150.00/\$141.00	\$300.00/\$241.00
Youth	Repealed/\$81.00	Repealed/\$91.00	\$110.00/\$101.00	\$200.00/\$186.00
Senior (60+)	Repealed/\$50.00	Repealed/\$56.00	\$65.00/\$63.00	\$150.00/\$139.00
2 nd Senior	Repealed/\$38.00	Repealed/\$43.00	\$50.00/\$48.00	\$100.00/\$139.00
Outdoor Pool Guest Pass				
	Early Bird		Regular Rate	
	Repealed/\$4.00		\$7.00/\$6.00	
Swim Instruction (Outdoor Pool)				
	Resident		Non-Resident	
½ hour class	\$54.00		\$79.00	
1 hour class	\$64.00		\$89.00	
Adaptive	\$41.00		\$58.00	

Recreational Swim Team (Outdoor Pool)		
	Resident	Non-Resident
	\$50.00/\$40.00	\$79.00
Diving Instruction (Outdoor Pool)		
	Resident	Non-Resident
	\$40.00	\$64.00
Outdoor Pool Rental		
Shared	\$300.00/\$250.00	
Exclusive	\$500.00	
Outdoor Pool Pavilion Rental		
Pavilion Choice	\$50.00/\$45.00	
Aqua Aerobics (Outdoor Pool)		
	Resident	Non-Resident
	\$44.00	\$61.00
Private Tennis Instruction		
	Resident	Non-Resident
Private	\$75.00	\$110.00
Semi-Private	\$45.00	\$79.00
Tri-Private	\$35.00	\$68.00
Private Swim Instruction		
	Resident	Non-Resident
Private	\$128.00	\$176.00
Adult Basketball		
Adult	\$5.00	
Adult Volleyball		
Adult	\$5.00	
Adult Badminton		
Adult	\$5.00	
Adult / Senior Pickleball		
Adult / Senior	\$5.00	

Senior Exercise Classes		
	Resident	Non-Resident
Line Dancing	\$37.00	\$42.00
Fit for Life	\$28.00	\$34.00
Tai Chi (1 day / week)	\$28.00	\$34.00
Tai Chi (2 day / week)	\$56.00	\$68.00
Daily Walk-In	\$8.00	
Adult Exercise Classes		
	Resident	Non-Resident
Pilates	\$40.00	\$45.00
Yoga	\$40.00	\$45.00
Zumba	\$40.00 / \$80.00	\$45.00 / \$90.00
Daily Walk-In	\$8.00	
Youth Basketball League		
	Resident	Non-Resident
Regular Rate	\$93.00	\$111.00
Late Fee Rate	\$116.00	\$134.00
Wait List Fee	\$139.00	\$157.00
Street Hockey Instruction		
	Resident	Non-Resident
Street Hockey	\$33.00	\$58.00
Dance Instruction		
(Per participants)	Resident	Non-Resident
Ballet, Jazz & Tap	\$130.00	\$150.00
Ballet & Tumbling	\$85.00	\$100.00
Ballet & Tap	\$85.00	\$100.00
Summer Play Camp		
	Resident	Non-Resident
Weekly Rate (1 child)	\$156.00	\$250.00
Rate (per addt'l child)	\$95.00	\$172.00
Enrollment Fee (1 child)	\$50.00	
Enrollment Fee (2 children)	\$75.00	
Enrollment Fee (3 children)	\$100.00	
*A membership at the Hampton Community Pool for each participant is required.		

PUBLIC SAFETY	
Incident Reports	\$5.00
Fingerprints	\$10.00
Accident Reports	\$15.00
Parking Tickets	\$25.00
Alarm Activation Fee	\$50.00
Solicitation Permit	\$100.00 plus \$25.00 per person

APPENDIX “A”

LAND USE DEPARTMENT

DEFINITIONS & ACRONYMS

- EDU** - “Equivalent Dwelling Unit” – Used for the basis of calculating and billing sewer tap-in fees. One EDU is classified as any group of rooms, house trailer, etc., to be occupied or intended for occupancy as separate living quarters.
- Escrow** – For applications that will require review and/or inspections from outside consultants, an escrow account is required. The Township draws down against the escrow account to reimburse the review/inspection fees from those consultants (engineers/legal counsel). At the end of the project, any positive balance in the escrow account is returned to applicant and any negative balance is billed to the applicant.
- ERU** – “Equivalent Residential Unit” – Used for the basis of calculating and billing property owners for the Township Stormwater Utility Fee. One ERU equals 3,300 square feet of impervious surface area.
- GFA** – “Gross Floor Area” - GFA is based on the TOTAL square footage of all floors within the perimeter of the outside walls, including basements. Attached covered walkways, patios, decks, garages, attics with a ceiling height of 6’6” or more shall also be included in the calculation of the GFA. The GFA for pre-fabricated buildings shall include those areas that are not part of the pre-manufactured structure, including but not limited to; decks, covered walkways and garages or additions to the structure that are note part of the manufacturer’s product.
- MFD** – “Multi-Family Dwelling” (i.e. apartments / quadraplexes)
- PRD** - “Planned Residential Development”
- R.A.N.** - “Radio Frequency Access Node” – A network of antennas transporting many different service providers’ radio frequency signals (i.e. a small cell wireless node on a utility pole)
- SF** – “Square Feet”
- SFD** – “Single Family Dwelling”